

HON. JAMES P. MURPHY
E-FILING PART RULES
(Revised March 31, 2014)

E-Filing Rules and Protocol

All parties should familiarize themselves with the New York E-Filing Rules (Uniform Rules §§ 202.5-b and 202.5-bb which are available at www.nycourts.gov/efile) and the Onondaga County E-Filing Protocol (available at www.nycourts.gov/courts/5jd/onondaga/supremecounty/rules.shtml). General questions about e-filing should be addressed to the E-Filing Resource Center at (646) 386-3033 or EFILE@nycourts.gov.

Specific questions relating to Judge Murphy's procedures should be addressed to E. Scott Brown, Jr., at (315) 671-1040 or by e-mail to esbrown@nycourts.gov.

Electronic Filing

For any e-filed cases, all submissions to the Court, including proposed orders and proposed judgments must be electronically filed through NYSCEF.

All correspondence directly addressed to the Court (and not merely copied to the Court) must be electronically filed through NYSCEF.

Working Copies

This Part does not initially require working copies. On occasion, the Court may require the submission of "working copies" of electronically filed documents. See Uniform Rule § 202.5-b(d)(4).

If the Court desires a "working copy" of any papers, the Court will notify counsel/parties by e-mail of the request for a "working copy".

Scheduling

Counsel/parties should address questions about scheduling appearances or adjourning appearances to the Part Clerk, E. Scott Brown, Jr., at (315) 671-1040 or by e-mail to esbrown@nycourts.gov.

Motions

With the exception of motions for summary judgment pursuant to CPLR 3212, copies of pleadings should not be attached as exhibits to moving papers. The Court will access any pleadings referred to in the moving papers through NYSCEF.